

Meeting Minutes

Pursuant to Title 29, Delaware Code, Chapter 100, the Delaware Council on Volunteer Fire Service, created by House Bill 190 of Delaware's 141st General Assembly, held a meeting in Kent County on Thursday, April 26, 2017 at 3:00 p.m. at the Haslet Armory at 122 William Penn Street, Dover, DE 19901, in the second floor conference room #219. The meeting was called to order at 3:00 p.m. and was attended by:

Richard J. Geisenberger, Chair and Secretary of Finance
Stephanie Scola, Department of Finance
Michael Soper, Department of Finance
Ken Simpler, State Treasurer
Ray Stevens, Sussex County Firefighter's Association
Richard Perillo, New Castle County Firefighter's Association
Alan Robinson, DE Fire Prevention Commission

Council Members not able to attend:
Ted Walius, President, DVFA
Michael Layton, Kent County Firefighter's Association

A motion to approve the minutes of the December 8, 2016 meeting was made and seconded, without modification.

Status of the Revolving Loan Fund

Mrs. Scola informed the Council that as of April 26, 2017, the balance of the Fund was \$0.01, after a loan in the amount of \$521,513.00 was made to the Wilmington Manor Volunteer Fire Company. Payments expected to be received on June 1 are expected to total \$153,162.19, at which time the balance of the fund will be \$153,162.20.

Wilmington Manor Fire Company

The Wilmington Manor Volunteer Fire Company applied for a loan of \$562,970.10, which could be satisfied only with remaining funds of \$521,513.00. This loan qualified for the special terms set by the Council in December, an interest rate of 1% and no lending limit. The proceeds were to be used for the purchase of equipment. In early April, Wilmington Manor notified us that, due to favorable pricing discounts and rebates, the equipment to be purchased did not use all of the loan funds. A balance of \$34,500.89 remained. Wilmington Manor asked for permission to use the remaining funds on additional gear.

After some discussion, Mr. Perillo made a motion allowing Wilmington Manor the use of the remaining funding for turnout gear. After a second by Mr. Ray Stevens, the motion carried.

Discussion continued. Given that Wilmington Manor originally applied for a loan of \$562,970.10 and only \$521,513.00 was available, Mr. Perillo made a motion to allow Wilmington Manor to borrow the remainder, \$41,457.10, contingent on 1) a certification that no material changes have occurred in the Wilmington Manor Fire Company since their original application, 2) the quote provided with the original application be reconciled as to the actual price of the equipment identified and 3) quotes for the additional gear is supplied. After a second by Mr. Stevens, the motion was approved.

Other Business

Treasurer Ken Simpler suggested that the department develop standard criteria to help in reviewing the financial statements of companies that apply for funding. Mrs. Scola committed to work on a template for recommendation to the Council.

Treasurer Simpler also suggested that quarterly meeting dates be established so that the Council is not scrambling to find a date that can accommodate each member's schedule. If a meeting is not necessary, it can then be canceled. Mr. Alan Robinson suggested meeting the week prior to the Commission's regular quarterly meetings held after the 2nd Sunday. Thus, meetings would be held in June, September, December and March on the first Tuesday or Wednesday depending on avoiding any conflicting meetings. Currently, those dates are: Wednesday, June 7th, Wednesday, September 6th, Wednesday, December 6th and Wednesday, March 7, 2018.

Adjournment

Mr. Perillo made a motion, seconded by Mr. Stevens, for the meeting to adjourn at approximately 3:45 p.m. The motion carried.